

Members Present: Petty, Sloan, Kent

Absent:

Others Present: Mayor Palm, Adm. Geick, Clerk Zeman, C. Haggard, T. Pinion, K. Stieve, Atty. Truman

Call to Order –Ald. Petty called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Sloan to approve the minutes of September 22, 2020 and carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$548,817.53**. Motion carried unanimously.
- b) **2021 Preliminary Budget** – The Committee reviewed the 2021 preliminary budget summary. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- c) **City Property Insurance** – C. Haggard explained that we are at the end of a 3-year contract with Don Rick Insurance. There were two agencies that responded to the request for bids. C. Haggard's recommendation is going with Municipal Property Insurance Company, MPIC at \$66,554. Moved by Kent, seconded by Sloan to recommend to Council the contract with MPIC for action. Motion carried unanimously.
- d) **TID Funds** – C. Haggard stated that any time a fund is created, merged, or terminated, it is to be done with Council approval. Because of the creation of the new TID #10 and TID #11, she is requesting the authority to create these new funds. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- e) **Library Building Fund** – This mirrors what was done with the new Municipal Building. Moved by Kent, seconded by Sloan to recommend to Council for action. Motion carried unanimously.
- f) **Alma Waite Fund Policy** – Every year the City receives requests for Alma Waite Funds. Typically we would look at the Fund Balance from the previous year and project the year end. The Alma Waite Fund did not earn enough interest this year to support the awards that were granted. Because of COVID-19, some of the events were cancelled and therefore, the money was not paid out. Moved by Sloan, seconded by Kent to recommend the Alma Waite Fund Policy to Council for action. Motion carried unanimously.
- g) **Actuarial Agency Services** – C. Haggard is requesting a 4-year contract for these services. Three agencies did respond to the request for bids. C. Haggard recommends contracting with Key Benefit Concepts at \$9,130 for a 4-year contract. Moved by Sloan, seconded by Kent to recommend to Council the contract with Key Benefit Concepts for action. Motion carried unanimously.
- h) **Employee Policy** – E. Geick explained that this policy has been reviewed by the Department Heads. It doesn't change the bottom line but it does simplify the process and the evaluation forms. Moved by Kent, seconded by Sloan to recommend the updated Employee Performance Appraisal Process and Pay Plan Implementation Policy to Council for action. Motion carried unanimously.
- i) **COVID-19 Testing Reimbursement** – Chief Stieve explained that Sauk Co. Public Health reimbursement is a set dollar amount for every COVID-19 test that is administered properly. It was

decided that the City would receive the money and then within 30 days, provide 50% of the funds to the BDAS. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

- j) **DNR Grant**- This is a 50/50 grant with the WI Dept. of Natural Resources for a fire protection grant. The Fire Dept. is looking at purchasing some new battery operated power chain saws, firefighting foam, and updating 5 pagers. The City's match is \$1,587.00. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Sloan, seconded by Kent and carried to adjourn at 6:28pm.
Brenda Zeman, City Clerk